

**ENFIELD TOWN COUNCIL
MINUTES OF A SPECIAL MEETING
MONDAY, MAY 18, 2015**

A Special Meeting of the Enfield Town Council was called to order by Chairman Kaupin in the Enfield Room of the Enfield Town Hall, 820 Enfield Street, Enfield, Connecticut on Monday, May 18, 2015. The meeting was called to order at 5:30 p.m.

ROLL-CALL –Present were Councilors Arnone, Cekala, Deni, Edgar, Kaupin, Lee, Mangini, Stokes and Szewczak. Councilors Bosco and Hall were absent. Also present were Town Manager, Matthew Coppler; Assistant Town Manager, Derrick Kennedy; Town Attorney, Kevin Deneen; Director of Finance, Lynn Nenni; Assistant Town Manager of Development Services, Courtney Hendricson; Supervisor of Assessment and Revenue Collection, Della Froment; Town Clerk, Suzanne Olechnicki

MOTION #3128 by Councilor Mangini, seconded by Councilor Szewczak to go into Executive Session to discuss Personnel Matters, Pending or Threatened Litigation and Real Estate Negotiations.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #3128** adopted 9-0-0. The meeting stood recessed at 5:31 p.m.

EXECUTIVE SESSION

The Executive Session of the Enfield Town Council was called to order by Chairman Kaupin at 5:32 p.m.

ROLL-CALL – Present were Councilors Arnone, Cekala, Deni, Edgar, Kaupin, Lee, Mangini, Stokes and Szewczak. Also present were Town Manager, Matthew Coppler; Assistant Town Manager, Derrick Kennedy; Assistant Town Manager of Development Services, Courtney Hendricson; Town Attorney, Kevin Deneen; Town Clerk, Suzanne Olechnicki

Personnel Matters, Pending or Threatened Litigation and Real Estate Negotiations were discussed with no action or votes being taken.

Chairman Kaupin adjourned the Executive Session at 5:59 p.m. He reconvened the Special Meeting at 6:00 p.m. and stated during Executive Session, Personnel Matters, Pending or Threatened Litigation and Real Estate Negotiations were discussed with no action or votes being taken.

REVALUATION

Ms. Froment stated while the revaluation project is underway, she will post notices in the newspaper and on the Town's website to get information out to the public. She explained this is termed an interim or update revaluation. She stated according to statute, each

property must be physically viewed every ten years, but a revaluation is required every five years. She noted with this in between update, it's required they use sold properties, income and expense statements, and market and cost information. She stated in the case of sold properties, a full physical inspection will be performed because those are the properties that they will use to create the values for comparable houses.

Ms. Froment stated members of the vision appraisal staff will be carrying photo I.D.'s, and they also had background checks. She noted all of the information will be given to the Police Department, and they will also be informed on a weekly basis as to who will be doing appraisals. She stated appraisers will also have a signed letter of introduction from the Tax Collector. She noted notices will also be sent to new property owners requesting an appointment to do an inspection. She stated the only door-to-door visits that will be done relate to building permits because they're required to visit where every building permit was issued from 10/1/2014 to 10/1/2016. She noted based on the information they have, that will amount to about 1,100 permits.

She stated an inspection will not be done on properties which have been sold from parents to children or husband to now ex-wife or vice versa because those properties don't normally have a true sold value attached to them for use in a market analysis.

Ms. Froment stated some of the edit checks that will be put in place relate to those accounts that are in override. She explained the accounts they have in override are court stipulations and Board of Assessment appeals.

She noted within the contract ten top taxpayers were noted, and a full physical inspection will be done on those properties.

She stated a couple changes were made in the contract regarding the appeal process, i.e., the timeline has been extended.

Councilor Mangini expressed appreciation to Ms. Froment for being proactive in this process. She noted she'd like multi-family homes addressed. She questioned whether the onus will be placed on a new buyer if a previous owner didn't pull permits. Ms. Froment responded the responsibility goes to whoever holds the title.

Councilor Szewczak questioned whether there are guidelines to help people who purchase a home and learn something wasn't permitted. Mr. Coppler stated it depends on when it happened, because if there isn't a permit, and it's over three years, people can't be forced to get a permit unless it's commercial.

ADJOURNMENT

MOTION #3129 by Councilor Lee, seconded by Councilor Arnone to adjourn.

Upon a **SHOW-OF-HANDS** vote being taken, the Chair declared **MOTION #3129** adopted 9-0-0, and the meeting stood adjourned at 6:20 p.m.